

**Regular Session Minutes – Selectmen’s Meeting
Selectmen’s Meeting Room, Town Hall
Monday, March 14, 2016, 7:30 p.m.**

PRESENT: Michael A. Rosenberg, Chair; William S. Moonan; Margot R. Fleischman; Caroline Fedele; and Town Manager Richard T. Reed

ABSENT: Mark Siegenthaler

ALSO PRESENT: Town Clerk Doreen Tremblay; Facilities Director Taissir Alani; Assistant Town Manager Michael Rosen; Trish Domigan and Peter Sorenson, Vanasse Hangen Brustlin Inc.; Acting Public Works Director Adrienne St. John; Ben Thomas and Steven Steele, Finance Committee members; Finance Director Victor Garofalo; Press Representative Debra Parkhurst; Bedford TV Ken Hill

Chair Rosenberg called the meeting to order at 7:30 p.m.

16-211 Oath of Office for Re-elected Selectmen

Town Clerk Doreen Tremblay was present to administer the Oath of Office to re-elected Selectmen William Moonan and Caroline Fedele.

**16-212 Reorganization of the Selectmen
Election of Chair and Clerk**

Mr. Rosenberg opened the nominations for Chair.

Mr. Moonan moved to nominate Mr. Rosenberg as Chair. Ms. Fleischman seconded the motion. There were no other nominations.

The motion passed 4-0-0.

Mr. Rosenberg was elected Chair of the Selectmen by a vote of 4-0-0.

Chair Rosenberg opened the nominations for Clerk.

Ms. Fleischman made a motion to nominate Ms. Fedele as Clerk. Mr. Moonan seconded the motion. There were no other nominations.

The motion passed 4-0-0.

Ms. Fedele was elected Clerk of the Selectmen by a vote of 4-0-0.

16-213

Contract Approval

**Minuteman Bikeway Extension Design Contract
Vanasse Hangen Brustlin, Inc. – Watertown, MA
Chapter 90 Project Allocation**

Trish Domigan from Vanasse Hangen Brustlin, Inc. (VHB) presented the Selectmen with two contracts to perform engineering services for the design of the Minuteman Bikeway Extension and continue improvements to the Great Road, west of Memorial Park but not including Willson Park. Both of these projects are eligible for Chapter 90 funding.

Ms. Domigan stated that the Minuteman Bikeway project was approved in 2014 by the MassDOT for \$4 million. This project would span from Depot Park at Loomis Street to the Concord town line. Railroad and Commercial Avenue would both be reconstructed to include landscaping, sidewalks and drainage. Ms. Domigan noted that MassDOT suggested an underpass at Concord Road. This is something Vanasse Hangen Brustlin, Inc. will consider in their design process.

Ms. Fleischman asked if the Safe Routes to School initiative would impact this project. Acting Public Works Director Adrienne St. John said that the Minuteman Bikeway Extension would not have funding from the Safe Routes to School initiative.

Mr. Moonan asked what the balance was for Chapter 90 funds. Ms. St. John stated that there is currently \$1.6 million that is uncommitted. The balance would be reduced to approximately \$930,000 after the funding of these two projects plus any summer paving projects for the upcoming season.

Mr. Moonan moved to appropriate \$121,098.10 of Chapter 90 funds for the Minuteman Bikeway Extension Design project. Ms. Fleischman seconded the motion.

The motion passed 4-0-0.

Ms. Fleischman made a motion to approve Amendment #2 to obtain the services of Vanasse Hangen Brustlin, Inc. in the amount of \$121,098.10. Ms. Fedele seconded the motion.

The motion passed 4-0-0.

16-214

**Great Road Master Plan Implementation Update
Proposed Design Contract**

Peter Sorenson from VHB spoke to the Selectmen about the Great Road Master Plan project. Mr. Sorenson reminded the Selectmen that this project originated with the finding of the Town's Master Plan from 2012. Mr. Sorenson noted that VHB would work with the Town's various departments such as Public Works, Fire and Police throughout the design and implementation of this project. Many issues would be addressed including lighting, bike lanes, traffic mitigation and the potential installation of traffic signals at Hillside Avenue. Mr. Sorenson stated that the project would extend from

Hillside Avenue up to Carlisle Road. It would span approximately 3,500 feet. After a lengthy discussion, the Selectmen agreed to move forward with the project.

Ms. Fleischman moved to appropriate \$373,400 of Chapter 90 funds for the Great Road Master Plan design. Ms. Fedele seconded the motion.

The motion passed 4-0-0.

Ms. Fedele made a motion to approve Amendment #3 to obtain the services of Vanasse Hangen Brustlin, Inc. in the amount of \$373,400. Mr. Moonan seconded the motion.

The motion passed 4-0-0.

**16-215 Town Hall MEP Contract
Change Order # 19 Approval**

Facilities Director Taissir Alani presented the Selectmen with a change order regarding the Town Hall MEP project. This work would furnish and install a control dimming system for the lights in the Multi-Purpose Room. The cost of the project is \$17,324. Because this work was expedited while the wall and ceiling was opened for other work, the Selectmen need to authorize the Town Manager to sign the Change Order.

Ms. Fleischman asked if new lighting controls would be in keeping with the Energy Task Force's initiative to use energy efficient lighting and if they would be compatible with a future system. Mr. Alani stated they would and that LED lights would be used in the Multi-Purpose Room.

Mr. Moonan made a motion to authorize the Town Manager to sign the Change Order #19 in the amount of \$17,324 for the MEP project in Town Hall. Ms. Fleischman seconded the motion.

The motion passed 4-0-0.

**16-216 Proposed Job Lane School Addition
Debt Exclusion Question**

Chair Rosenberg reminded the Selectmen that the Finance Committee would be meeting two more times before Annual Town Meeting to discuss this issue. Mr. Reed stated that if the Selectmen decided to hold a Special Election in April, the Town Clerk would need at least a 35 day notice. The School Committee is hoping to move forward with the project by the end of April in order to have two full construction seasons. The expectation is to have the addition at the Job Lane School completed by the start of the 2017 school year.

Mr. Moonan voiced his concern with raising taxes via debt exclusion to fund this project. He noted that other projects were on the horizon such as updates to other schools, the Fire and Police Departments. Mr. Moonan stated that the Job Lane School project

should be funded under the existing tax levy because the Town has the financial means to do so.

Ms. Fedele asked Finance Director Victor Garofalo if a school construction project made more sense for debt exclusion funding than another project such as the Fire or Police Departments. Mr. Garofalo stated that the Finance Committee initially thought the school project would be exempt. This was the thinking when the original cost of the construction was approximately \$2 million. It has since risen to \$4 million. Mr. Garofalo stated that a school project has a much better chance of passing than a road or other building project. He stated that it took three times for the Public Works building project to pass with voters. A school project would not meet with as much resistance. Mr. Garofalo noted that that several debt funded projects would be coming off the books in the upcoming years thus helping to fund the Job Lane School project.

Chair Rosenberg and Ms. Fleischman both noted that they felt it appropriate to support this Special Election as a 'place holder,' until they received more information about the final cost of the project. Ms. Fedele agreed and added that prior discussions of using modulars as a solution is no longer feasible. Mr. Moonan responded by saying that the issue before the Selectmen is not when or if to do the project but rather how to fund it. Mr. Moonan concluded by saying he could not support a tax increase when the Town could use the existing tax levy.

Ms. Fedele moved that the Selectmen:

(1) Schedule a special election on Saturday, April 30, 2016, in accordance with Massachusetts General Laws Chapter 59, Section 21 C (k), for the purpose of considering a debt exclusion referendum question;

(b) Approve the following debt exclusion referendum question, which is to be placed on the ballot for the April 30, 2016 special election:

Shall the Town of Bedford be allowed to exempt from the provisions of proposition two and one half, so called, the amounts required to pay for the bonds issued in order to construct, equip and furnish an addition or additions, remodel, reconstruct, and make extraordinary repairs to the Lt. Job Lane Elementary School, located at 66 Sweetwater Avenue, Bedford, Massachusetts, including the payment of all costs incidental or related thereto?

(c) Authorize the Chair of the Selectmen to notify the Town Clerk to schedule said election, in accordance with Massachusetts General Laws Chapter 54, Section 42C, and for such Chair and the Town Manager to take such additional actions as necessary to accomplish the purposes of this motion. Ms. Fleischman seconded the motion.

The vote was 3-0-1. Mr. Moonan voted no. The motion failed as a super majority of present members is required.

**16-217 2016 Annual Town Meeting Warrant
Article Recommendations
Article Assignments**

It was determined the Selectmen would wait until Annual Town Meeting to recommend approval of **Article 8 – Zoning Bylaw Amendment-Conversion of Public School Buildings to Multiple Residential Use - Page Place**. Mr. Siegenthaler will present the Article.

Ms. Fleischman made a motion to approve Article 12- Zoning Bylaw Amendment-Building Height. Ms. Fedele seconded the motion.

The motion passed 4-0-0.

Ms. Fleischman will present this Article at Annual Town Meeting.

**16-218 Miscellaneous Action Items
Chapter 268A Section 20(b) – Timothy French**

Ms. Fedele made a motion to approve the waiver from Chapter 268A, Section 20 (b) for Timothy French. Mr. Moonan seconded the motion.

The motion passed 4-0-0.

**One Day Special Liquor License
Deborah Keohane at Old Town Hall- March 26, 2016**

Mr. Moonan made a motion to grant a One Day Special Liquor License to Deborah Keohane at Old Town Hall for March 26, 2016. Ms. Fedele seconded the motion.

The motion passed 4-0-0.

Mr. Reed presented the Selectmen with a letter to sign regarding the addition of 8 All Alcohol licenses. The Selectmen verbally agreed to this at the February 29, 2016 meeting. The Committee Structure in the House of Representatives requires a signed letter by the Selectmen giving their approval.

Mr. Moonan moved that the Selectmen amend the petition submitted by the Selectmen of Amendment H3802. Ms. Fedele seconded the motion.

The motion passed 4-0-0.

**16-219 Minutes
Regular Session – February 16, 2016 and February 29,
2016
Executive Session – February 16, 2016**

Ms. Fleischman made a motion to approve the Regular Session Minutes of February 16, 2016 as amended. Mr. Moonan seconded the motion.

The motion passed 4-0-0.

Mr. Moonan made a motion to approve the Executive Session Minutes of February 16, 2016 as presented. Ms. Fleischman seconded the motion.

The motion passed 3-0-1. Ms. Fedele abstained.

Ms. Fleischman made a motion to approve the Regular Session Minutes of February 29, 2016 as amended. Mr. Moonan seconded the motion.

The motion passed 4-0-0.

16-220 Town Manager's Report

Mr. Reed did not have anything further to report.

16-221 Open Discussion and Selectmen Liaison Reports

Ms. Fleischman stated that the Kate Crosby was a guest speaker at a recent Energy Task Force meeting. Ms. Crosby is the Energy Manager in the Acton/Boxborough School District. Ms. Crosby had given a presentation a year ago to the Massachusetts Municipal Association about how schools could work collaboratively to reduce energy costs. Ms. Crosby noted that having teachers, students and custodian staff working together could have a dynamic effect on energy costs. Ms. Fleischman noted that while this is a daunting prospect to undertake, it would potentially reap huge benefits if the Town and School could work together on this initiative. Ms. Fleischman concluded by saying that every dollar not spent on energy is a dollar that could be spent on education.

Ms. Fleischman noted that the Transportation Advisory Committee wanted to know if the RFP for the intersection at Chelmsford and North Road had been updated prior to Public Works Director Roy Sorenson's departure. Mr. Reed stated that it had not.

Mr. Moonan said that Bedford resident Ellen Swallow recently passed away. Ms. Swallow's home is located adjacent to the Old Town Hall. Mr. Moonan mentioned to Ms. Swallow's son that her home could be a potential location for the Town Museum. Mr. Moonan made it clear to Mr. Swallow that this was not an offer and the process must go through the proper channels. Mr. Moonan concluded by saying Mr. Swallow was interested and would entertain the idea.

Mr. Moonan informed the Selectmen that he recently spoke with individuals who are interested in potentially putting a business incubator at Depot Park once space becomes available for rent. Mr. Moonan said this would be very beneficial to the Town as the hope would be that once the businesses became established they would stay in Bedford.

Ms. Fleischman stated that Park and Pedal signs were up. She was pleased to see them on display in the Town.

Mr. Rosenberg asked what the current balance was in the Snow and Ice Removal budget. Mr. Reed stated it was approximately \$70,000 but that number could change.

Ms. Fleischman made a motion to adjourn into Executive Session for the purpose of discussing Collective Bargaining Strategy and to not return to Regular Session. Ms. Fedeles seconded the motion.

The Selectmen were polled individually: Moonan, aye, Fleischman, aye, Rosenberg, aye and Fedeles, aye.

The motion passed 4-0-0.

The meeting adjourned at 9:50 p.m.